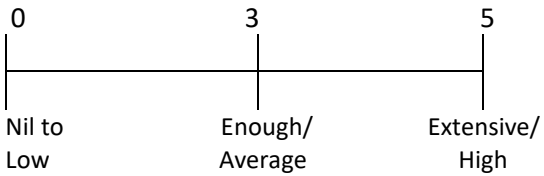
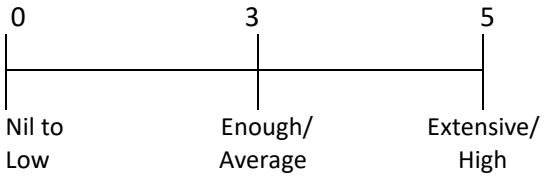
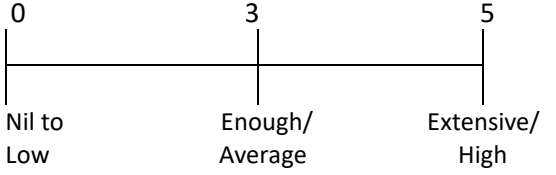
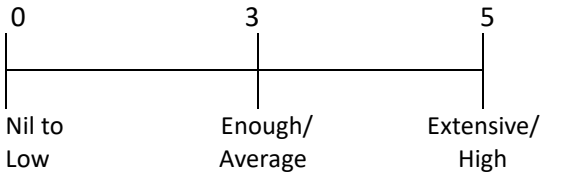


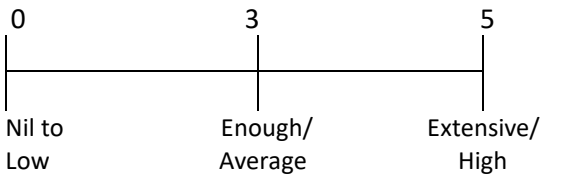
Key Competencies for an Action Network Facilitator

A. Create & Maintain Collaborative Relationships	I rate my experience and confidence with these tasks as:	
		
	Experience	Confidence
Develop working partnerships within the group <ul style="list-style-type: none"> • Clarify mutual commitment & ground rules • Develop consensus on the group Extension Plan • Demonstrate collaborative values and processes including but not limited to: <ul style="list-style-type: none"> ▪ engaging Experts on group days; ▪ sharing ideas with other facilitators. 		
Design and customise plans to meet group needs <ul style="list-style-type: none"> • Identify farmer needs and assist them to capture these in their Action Plan. • Facilitate group discussions to identify desired group Outcomes. • Facilitate group discussions to identify Extension Plan to achieve the group Outcomes. 		
Manage multi-session events effectively <ul style="list-style-type: none"> • Understand RMPP Action Network terms, conditions & measurables. • Develop Extension Plan with the group. • Identify events, activities, pre- and post-event activities to achieve Plan outcomes. • Deliver events and activities to a high standard. • Assess/evaluate farmer engagement and satisfaction at all stages of the event and over the term of the Plan. 		

C. Create & Sustain a Participatory Environment	I rate my experience and confidence with these tasks as: 	
	Experience	Confidence
Demonstrate effective participatory and interpersonal communication skills <ul style="list-style-type: none"> • Apply a variety of participatory processes • Demonstrate effective verbal communication skills • Develop rapport with participants • Practice active listening • Demonstrate ability to observe and provide feedback to participants 		
Honour and recognise diversity, ensuring inclusiveness <ul style="list-style-type: none"> • Encourage positive regard for the experience and perception of all participants • Create a climate of safety and trust • Create opportunities for participants to benefit from the diversity of the group • Cultivate cultural awareness and sensitivity 		
Manage group conflict <ul style="list-style-type: none"> • Help individuals identify and review underlying assumptions • Recognise conflict and its role within group learning / maturity • Provide a safe environment for differing opinions (and potentially conflict) to surface • Manage disruptive group behaviour • Support the group through resolution of conflict 		
Evoke group creativity <ul style="list-style-type: none"> • Draw out participants of all learning/thinking styles • Encourage creative thinking • Accept all ideas • Use approaches that best fit needs and abilities of the group • Stimulate and tap group energy 		

D. Guide Group to Appropriate and Useful Outcomes	I rate my experience and confidence with these tasks as: 	
	Experience	Confidence
Guide the group with clear methods and processes <ul style="list-style-type: none"> • Establish clear context for the session • Actively listen, question and summarise to elicit the sense of the group • Recognise when moving too far off task and redirect back to the topic of focus • Manage small group process 		
Facilitate group self-awareness about its task <ul style="list-style-type: none"> • Vary the pace of activities according to needs of the group • Identify information the group needs, and draw out data and insight from the group • Help the group synthesise patterns, trends, root causes, frameworks for action • Assist the group reflect on its practical experience as often as possible 		
Guide the group to consensus and desired outcomes <ul style="list-style-type: none"> • Use a variety of approaches to achieve group consensus • Use a variety of approaches to meet group objectives • Adapt processes to changing situations and needs of the group • Assess and communicate group progress • Foster task completion 		

E. BUILD AND MAINTAIN PROFESSIONAL KNOWLEDGE	I rate my experience and confidence with these tasks as: 	
	Experience	Confidence
Maintain a base of knowledge <ul style="list-style-type: none"> • Have a good understanding of: <ul style="list-style-type: none"> ▪ Adopting a facilitation mindset ▪ Tools and techniques for working with groups ▪ Facilitating change ▪ How we learn and develop knowledge ▪ What is known about how the brain learns ▪ The key elements of an effective learning activity ▪ Information management and the use of experts ▪ Building a collaborative learning group ▪ Dynamics of change ▪ Theory of complex decision making ▪ Managing an extension programme which results in improved decision making and practice change on farm. 		
Know a range of facilitation methods <ul style="list-style-type: none"> • Understand problem solving and decision-making models • Understand a variety of group methods and techniques • Know consequences of misuse of group methods • Distinguish process from task and content • Learn and/or apply new processes and methods to support the groups changing/emerging needs 		
Maintain professional standing <ul style="list-style-type: none"> • Engage in ongoing learning related to facilitation skills • Practice reflection and learning 		

F. MODEL POSITIVE PROFESSIONAL ATTITUDE	I rate my experience and confidence with these tasks as: 	
	Experience	Confidence
Practice self-assessment and self-awareness <ul style="list-style-type: none"> • Reflect on your own facilitation style, behaviours and results • Maintain congruence between actions and personal and professional values • Modify personal behaviour/style to reflect the needs of the group • Cultivate understanding of one’s own values and their potential impact on work with the group. 		
Act with integrity <ul style="list-style-type: none"> • Demonstrate a belief in the group and its possibilities • Approach situations with authenticity and a positive attitude • Model professional boundaries and ethics (as described in the Code of Ethics) 		
Trust group potential and model neutrality <ul style="list-style-type: none"> • Honour the wisdom of the group • Encourage trust in the capacity and experience of others • Be vigilant in minimising your own personal influence on group outcomes • Maintain an objective, non-defensive, non-judgmental stance 		

What I will do to address my areas for development:

A. Create & Maintain Collaborative Relationships:	
Develop working partnerships within the group	
Design & customize plans to meet group needs	
Manage multi-session events effectively	
B. Plan Appropriate Group Processes	
Select clear methods and processes	
Prepare time and space to support group process	
C. Create & Sustain a Participatory Environment	
Demonstrate effective participatory and interpersonal communication skills	
Honour and recognize diversity, ensuring inclusiveness	
Manage group conflict	
Evoke group creativity	

D. Guide Group to Appropriate & Useful Outcomes	
Guide the group with clear methods & processes	
Facilitate group self-awareness about its task	
Guide the group to consensus and desired outcomes	
E. Build & maintain professional knowledge	
Maintain a base of knowledge on facilitation best practice	
Know a range of facilitation methods to use with groups	
Maintain professional standing	
F. Model Positive Professional Attitude	
Practice self-assessment and self-awareness	
Act with Integrity	
Trust group potential and model neutrality	